



Policy: 4500
Procedure: 4500.04
Chapter: Education
Rule: Basic Instruction

Effective: 07/30/08
Replaces: 4500
Dated: 06/01/1999

Purpose:

The Arizona Department of Juvenile Corrections (ADJC) Education Division students shall receive academic and vocational instruction to meet ADJC and State requirements for graduation.

Rules:

1. The **EDUCATION SUPERINTENDENT** shall ensure:
 - a. Students are placed in classes based upon:
 - i. Transcripts;
 - ii. Other school records received;
 - iii. Individual academic goals; and
 - iv. Career interest needs where they are eligible to earn accepted academic credits.
 - b. Students may earn a high school general equivalency degree (GED) based on parental permission, age, and test scores. A successfully completed GED will be converted to 10 specific high school credits (freshman and sophomore); and
 - c. ADJC schools use a standardized, accredited core curriculum aligned with state standards.
 - d. ADJC schools offer vocational programming to students depending on agency funding.
2. The **EDUCATION TEACHER** shall ensure:
 - a. Each student is aware of the performance objective(s) being taught each day; and
 - b. Instruction plans include a variety of teaching strategies including those best practices for ELL students and students functioning below grade level.
3. The **EDUCATION DIAGNOSTICIAN** shall ensure students requiring special education services are enrolled appropriately.
4. The **GUIDANCE COUNSELOR** shall ensure all students, regardless of campus location, language skills, or physical and mental ability are offered appropriate academic and vocational instruction.

Signature Date

4/14/08

Approved by Process Owner

Dr. Patrick Jeske, Ph.D., Education Superintendent

Effective Date

7/30/08

Approved by

Michael D. Branham, Director